

12 December 1997

Supply



**ENTRY, EXIT, AND CONTROL OF
PETROLEUM TRANSPORT VEHICLES**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: 95 SUPS/LGSF
(Capt Ulshoffer, DSN 527-2281)
Supersedes AFFTCR 144-3, dated 28 Jul 92

Certified by: 95 SUPS/LGS (Lt Col Green)

Pages: 2
Distribution: F, X

This instruction implements the requirements of AFI 23-201, Chapter 6, Section D, and establishes procedures for the entry, exit, and control of both military and civilian petroleum transport vehicles on Edwards AFB. It applies to all military and commercial petroleum transport vehicles, except those making deliveries to the Base Exchange Service Station and to the Aero Club.

SUMMARY OF REVISION

Changes all AFRPL references to Phillips Laboratory. (para 2.4.).

1. General. Numerous General Accounting Office, Office of Special Investigation and Inspector General reports throughout the Air Force have identified the uncontrolled entry and exit of petroleum transport vehicles as a contributing factor in losses of petroleum fuels. The strict control of these transport vehicles will help reduce the losses of petroleum fuels and possibly eliminate fraud in this area.

2. Procedures.

2.1. The Fuels Management Office (FMO) is responsible for in-checking and out-checking all petroleum transport vehicles delivering bulk fuel, except propane, to the Air Force Flight Test Center (AFFTC), excluding deliveries to the Base Exchange Service Station and the Aero Club. When deliveries of bulk fuel are made to the Phillips Laboratory, personnel designated by the organization commander, and trained by the FMO, will perform the duties required for in-checking and out-checking of transport vehicles.

2.2. The AFFTC Directorate of Contracting will ensure all orders placed for petroleum fuels ordered by the FMO for delivery on the main base contain instructions for delivery. These vehicles must

report to the Fuels Storage Office, Bldg 4925, at the junction of Lancaster Ave and Forbes Ave for in-checking by Fuels Management personnel. Orders placed for delivery to the Phillips Laboratory will contain instructions for the vehicle to report to Phillips Laboratory Service Station, Bldg 8409, for in-checking. The orders will also reflect the ultimate destination of the fuel (i.e., Bldg 3500, Bldg 1704, and Bldg 8409).

2.3. The 95 Security Forces Squadron will ensure all commercial petroleum transport vehicles meet normal base entry requirements. With the exception of vehicles delivering fuel to the Aero Club or to the Base Exchange Service Station, all transport vehicles making deliveries on the main base will be directed to report to the Fuels Storage Office, Bldg 4925, for in-checking. Commercial petroleum transport vehicles arriving at the Phillips Laboratory entry gate will be directed to report to the Phillips Laboratory Service Station, Bldg 8409, for in-checking. The Security Forces Enforcement Element may perform random spot checks of commercial petroleum transport vehicles entering and/or exiting the base primarily to verify that the vehicle was properly in-checked and out-checked by the designated agency (FMO for the main base and Phillips Laboratory Service Station for the Phillips Laboratory). The vendor's copy of the delivery document should be stamped reflecting the date and time the vehicle was checked and the signature of the person performing the checks. If there are any question or discrepancies, Security Forces may summon the Fuels Storage Office or the Phillips Laboratory Service Station staff to verify the documents and to physically check the vehicle for any unauthorized product remaining in it.

2.4. The Fuels Management Flight will establish procedures to perform random spot checks on commercial fuel deliveries to tankage not under the direct control of the FMO. Documentation of these spot checks will be made on AF Form 2419, Routing and Review of Quality Control Reports. The Fuels Management Flight will train designated fuel transport vehicle escorts on their responsibilities

3. The following are designated as authorized entry/exit points for petroleum transport vehicles:

- 3.1. Phillips Laboratory Entry Gate (for the Phillips Laboratory).
- 3.2. South Gate (Lancaster Blvd).
- 3.3. West Gate (Rosamond Blvd).
- 3.4. North Gate (Rosamond Blvd by Highway 58).

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Commander